

## **Pre-Solicitation Conference and Optional Site Tour For the Occupational Medical Services at Hanford Project**

The US Department of Energy's (DOE) Environmental Management Consolidated Business Center, Cincinnati, Ohio issued a Draft Request for Proposal (RFP) for the Occupational Medical (OccMed) Services at Hanford Project on July 19, 2011. The objective of this acquisition is to obtain an occupational medical services contractor for the Department of Energy, Richland Operations Office (RL) and Office of River Protection (ORP). The scope is to provide comprehensive occupational medical services to approximately 7,000-9,000 Federal, Contractor, and regulatory oversight personnel conducting, overseeing, and/or supporting environmental cleanup and restoration on the Hanford Site.

### **NOTICE:**

This Pre-Solicitation Conference is for informational purposes only. All attendees are cautioned that the written terms and conditions of the Final RFP, once released, will govern over any information presented on the Pre-Solicitation Conference. Information provided will be at a summary level and subject to change.

### **Pre-Solicitation Conference**

DOE will be conducting a Pre-Solicitation Conference on August 3, 2011 at the Richland Federal Building Auditorium located at 825 Jadwin Ave, Richland Washington 99352. In order to encourage attendance from industry, stakeholders and interested parties we will be holding a morning and an evening session. Registration for the morning session will be from 8:15 am to 8:50 am. The Pre-Solicitation Conference will begin at 9:00 am and end at approximately 11:45am. Registration for the evening session will be from 5:15 pm to 5:50 pm. The Pre-Solicitation Conference will begin at 6:00 pm and end at approximately 8:45pm. The Richland Federal Building Auditorium can accommodate a limited number attendees so early registration is encouraged.

### **Site Tour**

A site tour of the Occupational Medical Services Facilities will be conducted following the morning session of the Pre-Solicitation Conference and will begin approximately at 1:00pm on August 3, 2011. Tour buses will depart from and return to the Richland Federal Building and will transport participants to the facilities. It is expected that portions of the tour will require walking; therefore, please wear appropriate attire. The tour will have limited capacity, so early registration is required. For logistical purposes, the number of attendees to the site tours is limited to two (2) representatives per company.

### **General Instructions**

Interested parties shall submit a list of attendee(s) via e-mail to [wilmari.delgado@emcbc.doe.gov](mailto:wilmari.delgado@emcbc.doe.gov) no later than 6:00 p.m. Eastern Time July 28, 2011. This list should indicate whether the attendees plan to attend the Pre-Solicitation Conference, the Tour

or both. Attendees planning to attend the site tour must also submit a completed Site Tour Registration Sheet (attached) for each visitor. In addition, please indicate the number of representatives that plan to attend and a single point of contact for future correspondence. If you register to go on the tour and cannot attend, please notify Wilmari Delgado at (513) 246-0566 or via e-mail at [wilmari.delgado@emcbc.doe.gov](mailto:wilmari.delgado@emcbc.doe.gov)

You must bring a State or Federal Government Issued photo ID to attend all events (driver's license, military ID, Passport, Federal agency site ID, etc.). Only US citizens will be allowed to participate in the Site Tour.

No audio or video recording will be permitted during the events. There will be no open Questions and Answers session. Questions from the Pre-Solicitation Conference and site tour must be submitted, in writing, at the end of the each event. 3x5 cards will be available at the beginning of each event. Additional questions and comments from the Pre-Solicitation Conference and tour should be submitted in writing to [OCCMED@emcbc.doe.gov](mailto:OCCMED@emcbc.doe.gov) no later than 12 calendar days after the Pre-Solicitation Conference and tour. This deadline coincides with the end of the comment period for the draft RFP on August 15, 2011. Briefing slides, tour script and attendee list will be posted on the website at a later date.

The following items are prohibited on the tour(s):

1. Firearms or dangerous weapons
2. Drugs
3. Alcohol
4. Photographic equipment
5. Cell phones
6. Laptops
7. PDAs/Blackberrys
8. Computer-associated equipment (USB flash drives, CDs, MP3s, etc.)

DOE will not be responsible for securing any items during the tour so it is recommended they be locked in your vehicle. Please keep hand-carried items to a minimum.

If necessary, supplemental information for the actual Pre-solicitation Conference and Optional Tour will be issued in a separate announcement closer to the date of this event on the OccMed Procurement website at: <http://www.emcbc.doe.gov/occmmed>

## OCCUPATIONAL MEDICAL SERVICES SITE TOUR REGISTRATION SHEET

### PLEASE TYPE OR PRINT:

Full Name: \_\_\_\_\_  
(As it appears on your photo identification)

Visitor's Title:  
\_\_\_\_\_

Company Name and Address:  
\_\_\_\_\_  
\_\_\_\_\_

Company Telephone Number:  
\_\_\_\_\_

FAX Number:  
\_\_\_\_\_

Social Security Number:  
\_\_\_\_\_

Date of Birth:  
\_\_\_\_\_

Citizenship: \_\_\_\_\_

Home Address:  
\_\_\_\_\_  
\_\_\_\_\_

Home Telephone Number:  
\_\_\_\_\_

E-mail:  
\_\_\_\_\_